

West Liberty City Council Meeting Minutes 7-05-2022

Recording/Video: cityofwestlibertyia.org

Mayor and City Council held a work session prior to the regular meeting at 6:00pm on 7-05-2022. The meeting was called to order by Mayor McCullough at 6:15pm with Council Members Cara McFerren and Dana Dominguez present. Council Members Jose Zacarias and Omar Martinez was absent. The discussion for the work session was with the Finance Committee to review ARPA funds identification of use. The city has received request from the Escucha Mi Voz of West Liberty ARPA and looked to review the legality process of providing funding. The City will continue to collect information on how the funds can be legally distributed with the individuals to meet the requirements and compliance of public funds. Council Member Dana Dominguez has been working diligently with collecting and researching the data to get a process in place to meet these requirements. Council

Member McFerren has communicated it is of great concern for future political and legal impacts of the distribution of funds. Consensus of the attendees was to develop two parts process to address immediate processing of the funds. The disbursement of funds include training for emergency service employees (Police, Fire and Ambulance) sustainability funding for these departments, infrastructure where taxes are limited to have an impact, and mental wellness program locally. The Finance Committee will set a future meeting to prioritize these items and make further recommendations to Mayor and Council.

Regular City Council Meeting:

Mayor McCullough called the City of West Liberty Regular City Council Meeting to order at 7:30pm. City Council Members present: Dana Dominguez, Cara McFerren, and Omar Martinez. Jose Zacarias was absent. City Staff Members present: City Manager Haugland, City Clerk Geertz, Deputy City Clerk Hoffert and Communication Director Lane.

City Council approved the 7-05-2022 Agenda: McFerren/Martinez: 3-0.

City Council approved the consent agenda to include, City Council Meeting Minutes 6-21-2022, City Clerk/Treasurer Report March 2022, and City Sewer Report June 2022: Dominguez/Martinez: 3-0.

*06-21-2022 Amended minutes paragraph: *City Clerk Geertz excused herself for an emergency. Deputy City Clerk Hoffert recorded meeting minutes in Clerk Geertz's absence. City Council Zacarias dismissed himself and exited the meeting.*

City Council approved by roll call vote open the Public Hearing for Proposed Amendment to the West Liberty Urban Renewal Area: McFerren/Dominguez: Yay: Martinez, McFerren and Dominguez: 3-0. There was no public or correspondence received for discussion. City Manager provided the City and County has been notified of the request to use tax increment finance for projects within the designated and identified Urban Renewal Area as identified in a public notice and letter. The information is pertaining to the action taken on June 7, 2022, when removal of the area was approved, to then allow to place the property back into the designated plan to allow for a restart of the timeline for TIF incentives for development purposes.

City Council approved by roll call vote to close the Public Hearing for Proposed Amendment to the West Liberty Urban Renewal Area: Martinez/Dominguez: Yay: Martinez, McFerren and Dominguez: 3-0.

City Council approved by roll call vote, Resolution 20220705-01 A Resolution to declare necessity and establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and approve Urban Renewal Plan Amendment for the West Liberty Urban Renewal Area: McFerren/Martinez: Yay: Martinez, McFerren and Dominguez: 3-0.

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City Council approved by roll call vote to waive the process of second and third readings:

McFerren/Dominguez: Yay: Martinez, McFerren, and Dominguez 3-0. City Council approved by roll call vote second reading and waive third and final reading of Ordinance 01-20220705 an Ordinance providing for the division of taxes levied on Taxable Property in the July 2022 Addition to the West Liberty Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa": McFerren/Martinez: Yay: Martinez, McFerren, and Dominguez: 3-0.

City Council approved Vendor Voucher Claims List #1 in the amount of \$188,716.71:

McFerren/Martinez: 3-0.

Mayor asked for any public comments by public, zoom community, council, or staff: No comments provided by public, zoom or council members. City Clerk communicated correspondence was received by Steve Poulsen regarding the petition for special election, Vanesa Espinosa for appointment, and letter from County Attorney Jim Barry regarding Beranek letter. Applications for appointments will be accepted until July 12, 2022.

Old Business:

Council Member McFerren shared with Mayor and Council a brief review of the work session discussion presented by the Finance Committee. McFerren shared she had concerns with the disbursement of funds with Escucha Mi Voz of West Liberty and wanted to review questions and identify any legal implications. The Finance Committee (Council Member Dominguez and McFerren) will establish a meeting for a future date to prioritize, identify, outline, and recommend to Council for consideration.

City Council Discussion and Appropriate Follow Up City Council Member Vacancy. Notice posted on June 30th and will accept applications until July 12th. Employee and Policy Committee will provide recommendations to City Council on July 19th. Committee will include this on their agenda and set the meeting at a future date.

City Council approved by roll call vote, Resolution 20220705-02 A Resolution authorizing and approving a Loan Agreement, Providing for The Issuance of a \$200,000 General Obligation Economic Development notes and providing for the levy of taxes to pay the same:

Dominguez/Martinez: Yay: Martinez, McFerren and Dominguez: 3-0.

City Council approved by roll call vote: Resolution 20220705-03 A Resolution for Final Pay Estimate in the amount of \$10,272.50 to Northway Well and Pump Co. for the West Liberty Water Utility Well #2 Project: McFerren/Martinez: Yay: Martinez, McFerren, and Dominguez: 3-0.

City Council approved by roll call vote, Resolution 20220705-04 A Resolution Setting Fees to Be Collected Pursuant to Chapter 22 of The Code of Iowa for Public Records requests pertaining to the City's Administrative Policy: McFerren/Martinez: Yay: Martinez, McFerren, and Dominguez: 3-0.

Mayor and City Council consensus will establish a meeting for the Employee and Policy Committee to review and recommend the following policies to Council at a future meeting: City Council Rules of Conduct/Governing Body Policy, City Council Meeting Policy/Procedures, and Employee Handbook Policy update. Consensus of the discussion also included Mayor McCullough will take the lead on the City Manager and City Clerk evaluation process and look to set the evaluations closed sessions for August. City Clerk Geertz will provide the evaluation documents to Mayor McCullough.

City Council set the Date for Budget Amendment for FY 2022-2023 on July 19, 2022, at 7:30pm: McFerren/Martinez: 3-0. City Clerk communicated the need to reset the meeting was due to ongoing collection of items for the first budget amendment of the year and publication process.

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Employee/City Engineer/City Attorney/City Boards/Committees/Commissions

City Engineer Leo Foley had nothing more to add to the meeting. Early in the meeting Foley provided an update on the Well Northway has completed #2 project. City is currently waiting for DNR communication on the Well #2 for the next steps in the project.

City Staff Minutes, City Manager Haugland provided the Electric Department has provided additional support with generation to the power grid. This is due to heat and severe weather impacting the high use of power.

Received and filed: meeting minutes for March 2022 Ambulance Board Meeting Minutes and Special Committee Task Force Fire and EMS Service June 2022.

City Council approved to adjourn the meeting at 8:09pm: Dominguez/McFerren: 3-0.

Katherine McCullough, Mayor

ATTEST:

Lee Geertz, City Clerk